

Minutes of the Meeting of Wilby Parish Council at Coronation Hall on Wednesday 14th November 2018 at 7.30pm.
Attendees: Cllr Williamson (Chair), Cllr Lee, Cllr Collins, Cllr Cross, District Councillor Julie Flatman, County Councillor Guy McGregor & Julie Collett (clerk). No parishioners present.

148.18 To consider accepting apologies for absence Apologies received and accepted from Cllr Woolgrove.

149.18 To approve and sign the minutes of the council meeting on 26th September 2018. Minutes agreed and signed as a true record.

150.18 To record declarations of interest from members in any item to be discussed Cllrs Lee, Collins & Cross declared a non-pecuniary interest in item 154.18.

151.18 To consider dispensation from members in any item to be discussed None Received.

Public Forum

(i) Parishioner's questions or comments No parishioners present

(ii) To receive reports from the District & County Councillors County Councillor Guy McGregor reported that he had recently shown the newly appointed Chief Executive Nicola Beech around the Hoxne & Eye Division, also pointing out the condition of the roads in the area. The budget consultation is due to begin shortly. Possibilities that Hartismere Hospital may become a social centre to help address various social issues.

District Councillor Julie Flatman reported that a new scheme whereby Suffolk Sport work with Stradbroke & Fressingfield Doctors prescribing activities to help isolation and depression. 19 people have signed up so far. The recent Community Stars Awards saw three people from Stradbroke shortlisted and one of them becoming the winner of the award. Stradbroke Neighbourhood Plan goes to referendum in December. Cllr Flatman confirmed there is a small amount of money left in the locality Budget for help towards Wilby Neighbourhood Plan. Cllr Collins to email the forms to Cllr Lee.

(iii) To receive a report from the Footpath Warden. The clerk confirmed that the problems highlighted by a resident with various footpaths have been reported to Right of Ways on the Suffolk County Council's reporting tool. Clerk will chase for a response Ref 4597092 & 4597098.

(iv) To receive a report from the Tree Warden Apologies received from Julian Roughton. A report received stated that Julian hopes to secure a number of free trees for further planting along London City Road. Also, a further 45 trees have been secured from The Woodland Trust and these will be collected in December. Cllr Williamson had received an email from a resident asking if there were any trees within the Parish covered by a Tree Presentation Order (TPO). There is only one tree in Foals Green with a TPO. Concern from the resident that Wilby preserve its trees. The Council agreed that there were no specific trees known to be at risk at the moment. If trees were at risk this should be reported to the Landscape Officer at MSDC who would investigate. Cllr Williamson would reply to the resident accordingly.

152.18 To receive an update on outstanding actions from last meeting:

(i) Request to use the projector and screen at meetings. Cllr Woolgrove confirmed that the PC have been granted permission to use the projector and screen when necessary.

(ii) Data from SID. The software had been returned by former Cllr Holliday and would be passed to Cllr Cross when he takes over SID duties in December.

(iii) To confirm date for Budget discussions – 21st November. Date confirmed, 6.30 pm start, venue to be confirmed.

(iv) Footpath Map Update: Cllr Collins confirmed that the application form had been completed for Locality Funding from Cllr Julie Flatman in the sum of £500. This covers the design of a bespoke map, printing onto a permanent board and covering the map with protective material. The map will be mounted on the outside of the village hall.

(v) Roads Inspection Proposals Cllr Lee: A map of the area has been received. However, following the email from Highways detailing the major repair of various roads in Stradbroke & Wilby in November, the inspection of the roads (by Cllrs Lee and Cross) will be deferred until after the works are completed.

153.18 To consider new & outstanding planning applications, including consultation responses-None

154.18 Progress Report Neighbourhood Plan Funding has now been approved in the sum of £3700. After discussion the Parish Council agreed to delegate authority to Carl Berry to act on the Parish Council's behalf with all aspects of the grant application relating to Wilby Parish Council Neighbourhood Plan. The clerk will send a

letter confirming these details. A separate sub account would be established within the Council's accounts for NHP income and expenditure and cheques would be signed by Council signatories including where necessary the RFO.

155.18 To review and update the Financial Regulations. Councillors agreed the amendments to the Financial Regulations and agree to adopt them.

156.18 To consider a common email address for councillors and approve the fee. Cllr Cross reported that common email addresses for the Councillors including the domain wilbypc.org.uk had been arranged for an annual fee of £40. All councillors agreed to use the new email address for PC business only to adhere with GDPR. Councillors will email the clerk when they have set up their email address.

157.18 To consider the correspondence received.

- (i) Older Persons Fair
 - (ii) SALC Membership Subscriptions 2019-2020
 - (iii) MSDC Parish Elections 2019-Estimate of Charges
- Correspondence noted.

158.18 To review the GDPR Risk Assessment. Deferred to next meeting.

159.18 To receive the first draft of budget 2019-2020 The clerk presented the first draft. This will be discussed at the Budget meeting next Wednesday 21st November.

160.18 To receive any updates re the Highways Culvert. The Council have not received any new updates on this matter. Clerk will advise the Village Hall Committee. Also, the understanding of the Council was that the matter was being dealt with by the Hall Committee.

161.18 Finance

Current Account	Bank Balance	£1011.21
Reserve Account	Bank balance	£10314.93

Balances Noted

162.18 To approve the Account Payments

(i) J Collett	Expenses	£43.80
(ii) R Cross	BT Kiosk Lights	£14.42
(iii) SALC	Payroll Fee	£21.60

All payments unanimously approved by council.

163.18 To approve the Account Receipts

(i) Interest	29th June	£1.69
(ii) Interest	30th September	£2.79

Receipts noted

164.18 To receive updated accounts

165.18 To agree meeting dates for 2019

- 9th January
- 6th March
- 8th May APM
- 15th May
- 3rd July
- 4th September
- 6th November

Meeting dates agreed. Clerk to book the hall.

166.18 To receive and discuss items from Parish Councillors

Cllr Cross reported that new Defib Pads are required as the current pads expire December 2018. Clerk to Order.

167.18 To receive items for the next Agenda.

- **Budget 2019/2020**
- **Wilby PC support for Wilby Village Hall**
- **GDPR Risk Assessment**
- **Donations**

Wilby Parish Council

- Risk management
- Joint Local Plan Consultation-Response.

168.18 Date and time of the next meeting: Wilby Parish Council meeting 9th January 2019 7-30pm.

169.18 Meeting Closed 9.20pm

Signed as a true record.

Chairman _____ Date _____